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PART II.

OFFICIAL PAPERS.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

Resolutions of the Central Food Supplies Committee.

READ—

Government Order No. G. 3304-17—P. P. 6-19-35, dated 9th August 1919, directing that the arrangements to sell Burma rice at the Government Depots be continued till the end of December 1919.

2. Correspondence ending with letter No. A. 3537, dated 12th December 1919, from the Food Controller in Mysore, submitting for orders a copy of the resolutions of the Central Food Supplies Committee, regarding the continuance of the depots, etc.

ORDER No. G. 14767-83—P. P. 26-19-67, DATED 29TH DECEMBER 1919.

Government have considered the recommendations of the Committee and are pleased to order as follows:—

(1) All Government Depots opened for the sale of food grains will be closed from 1st January 1920 or as early as possible, the stocks therein being disposed of in accordance with the instructions already issued on the subject. The Central Government Depot in Bangalore will be retained with a reserve stock from which supplies can be made to any place where there is acute difficulty.

(2) The Frontier Ookads and Frontier Police Establishments on the Bombay Frontier and on the South Canara Frontier in the Hassan and the Kadur Districts and on the Hosur Frontier in the Bangalore District will be continued for the present. The Revenue Commissioner in consultation with the Food Controller and the Deputy Commissioners concerned may arrange to close such of the other Ookads as are considered unnecessary by them. The Inspector-General of Police is requested to take similar action in respect of the Frontier Police Establishments.

2. The Central Food Supplies Committee further recommend that a Committee might be appointed for considering the measures necessary for preventing profiteering in food-grains. The Government agree that the appointment of such a Committee is very desirable if not necessary. The Revenue Commissioner is accordingly requested to submit proposals regard-

ing the composition of the Committee, its functions, etc. A representative of the Mysore Bank will also be included in the Committee.

C. S. BALASUNDARAM IYER,
Chief Secretary to Government.

To—The Revenue Commissioner in Mysore.
The Inspector-General of Police in Mysore.
The Food Controller and Director of Civil Supplies in Mysore.
The Presidents of Municipal Councils, Bangalore and Mysore Cities.
The Deputy Commissioners of Districts.
The Secretary to Government, Revenue Department.
The Secretary to Government, Departments of Education and Agriculture.
The Comptroller to Government.
The Agent, Mysore Railways.
PRESS TABLE

Measures for the improvement of work in Taluk Offices.

READ—

Official Memorandum No. 295—E. A. G., dated the 10th October 1918, appointing a Special Committee consisting of the marginally named officers for suggesting measures for the improvement of work in Taluk Offices.

1. Mr. M. S. Ramachandra Rao, B.A., B.L.
2. „ C. S. Kuppuswamy Iyengar.
3. „ S. Chakrapani Iyengar, B.A., B.L
4. „ A. V. Ramanathan, B.A. (Convenor).

2. Recommendations of the Committee in the matter.

3. Correspondence ending with letter No. C. 4308—G1., dated 30th May—2nd July 1919 from the Revenue Commissioner in Mysore, furnishing his views on the Committee's recommendations.

ORDER NO. R. 7201-9—L. R. 155-19-2, DATED 22ND DECEMBER 1919.

On a careful consideration of the Committees's recommendations and the Revenue Commissioner's views, Government are pleased to pass the following orders :—

I. Organization and distribution of work.

Government approve of the Taluk Office being divided into 3 branches as follows :—

(*a*) The Treasury and records under the direct supervision of the Taluk Sheristadar.
(*b*) The Revenue Branch under the supervision of the Head Gumasta.
(*c*) The miscellaneous Branch under the supervision of the Head Munshi.

A list should be maintained as required by the General Rules of Office Procedure, showing the distribution of work among the officials.

2. Government agree in the opinion of the Revenue Commissioner that it is not practicable to relieve the Head Gumasta and Head Munshi of all original case-work as proposed by the Committee.

3. With regard to the Committee's proposal to give the Taluk Sheristadars some definite disciplinary control over the taluk staff, subject to appeal to the Amildar in case of punishment, Government accept the Revenue Commissioner's view that it is undesirable to give any power to the Sheristadar to punish the taluk officials as the Amildar is the head of the office and is responsible for its efficient working and the maintenance of proper discipline. The Taluk Sheristadar may exercise general control over the whole office, bringing to the notice of the Amildar flagrant cases of delay in the disposal of papers by any of the officials or other irregularity on their part.

4. The duties and responsibilities of the Taluk Sheristadar have been specifically laid down in the Taluk Manual, which should be strictly enforced.

II. Recruitment, training, transfer, etc., of officials.

5. Government accept the recommendation of the Committee with the modification suggested by the Revenue Commissioner that no one should ordinarily be appointed a Taluk Sheristadar unless he has worked as Sheikdar or Head Gumasta for at least a year.

6. As observed by the Revenue Commissioner, Government consider it unnecessary to organize separate classes for the training of Taluk Gumastas and Munshis, the office itself being the best training ground.

7. The Revenue Commissioner's suggestion to appoint one or two probationery clerks in each Taluk office, does not also commend itself to Government as no good is likely to result thereby.

8. Government approve of the Revenue Commissioner's proposal that frequent transfers of officials should be avoided and direct that no official should ordinarily be transferred from his station unless he has been there for three years, and that no change should be effected in the duties of an official for a period of at least two years.

III. Maintenance of correspondence and other registers.

9. Government accept the following recommendations of the Committee, which have been concurred in by the Revenue Commissioner generally, except that he is not in favour of the introduction of the Disposal Number System:—

(*a*) The opening of one current register for each hobli for registering correspondence and one general current register for the whole office for registering all papers

of a general nature, circulars, etc., in place of the existing "From" and "To" registers. The new registers may be first tried in some of the taluks to be selected by the Revenue Commissioner. The result may be reported to Government at the end of a year, when the question of extending the new system to other taluks will be considered. The form of the new register, with instructions to fill it up, is appended to this order.

(*b*) Abolition of the "Amad" register.

(*c*) An abstract of the 'receipt' need only be entered in the register instead of a verbatim reproduction.

(*d*) All special correspondence should go into special registers.

(*e*) Certain registers should be maintained for furnishing standing information.

(*f*) Registers should be maintained for incorporating all information that has to go into the periodical returns or reports.

(*g*) Definite instructions may be laid down as to the mode of arrangement of papers in a file of correspondence.

(*h*) A form may be prescribed for the Pherist with instructions thereon for filling it up.

(*i*) The form of Tappal book should contain a column to show the progressive total of issues from day to day.

(*j*) Each Sheikdar need maintain only a current register.

(*k*) The registers which should be maintained in the Taluk Offices will be those described in Part II of the Taluk Manual, which has been approved in Government Order No. R. 14476-85—R. M. 21-18-7 dated 13th May 1919.

10. The Revenue Commissioner is requested to take the necessary action to give effect to the order and issue further needful instructions in the matter,

B. RAMASWAMAIYA,
Secretary to Government,
Revenue Department.

To—The Revenue Commissioner in Mysore.
The Deputy Commissioners of Districts.
PRESS TABLE.

Memo.

In Hobli current registers will be entered all references received from outside (receipts) in cols. 1 to 5, while those sent out (issues) in cols. 6 to 8. The reply received to this will be again entered in cols. 2 to 5 and so on till it is disposed of. The serial number to be given in the 1st column will be the number of the correspondence. The same number will have to be repeated on the correspondence when sent out and received till it is disposed of,

As regards papers which initiate a correspondence in the Taluk they will be entered first in columns 6 to 8 and the replies received in columns 2 to 5 and so on in the same way as references from outside.

For each correspondence its subject matter (very brief but sufficiently indicative) should be noted in red ink at the top before the initial and subsequent entries are made.

The date of the final disposal of the reference should be noted in column 10. It is only when there is nothing further to be done in a case that it should be taken as having been finally closed but not till then. Then the file may be closed and given to the records for being dealt with under the record sorting rules and the date on which it is sent to the record noted in column 11.

Register of papers received into or arising in the Office of

Serial number of case in the Register	From whom	Number and date	Date of receipt and entry in this register	References received	Reference sent out (issues)			Reference to other registers, if any	Date of the final disposal of the reference	Date on which it was given to the records
				Purport of the reference	To whom sent	Date	If a paper going out in original, copy of the reply or reference			
1	2	3	4	5	6	7	8	9	10	11

Telephone Systems in the Mysore State.

READ—

Notes No. C. P. S. 96, dated the 12th August and No. C. P. S. 120, dated the 11th September 1918 by the Public Works Secretary submitting for sanction, three estimates, aggregating Rs. 2,44,000 for overhauling the telephone systems in Bangalore and Mysore cities and for establishing a long distance telephone between these two cities for State and public purposes.

2. Further notes by the same officer on the above subject :—

No. C. dated the 20th November 1918, submitting alternative proposals.

No. C. P. S. 167, dated the 4th December 1918..

Memos ending with No. E. D. S. 78, dated the 29th October 1919.

ORDER No. E. D. S. 445-50, DATED 29TH DECEMBER 1919.

The telephone installations now in operation are :—

(*a*) The Bangalore local Exchange with a switchboard for 60 connections.

(*b*) The Public Office Exchange with 15 phones.

(*c*) The Mysore local Exchange with 26 connections.

(*d*) The Bangalore-Mysore Palace telephone system, with 7 phones in Bangalore and 6 in Mysore.

(*e*) The Mysore Palace local Exchange with 29 phones, and

(*f*) The Electrical Department telephone system from Mysore to Krishnarajasagara and Hulhalli anicut to Sivasamudram, thence to Kankanhalli and on to Kolar Gold Fields and Bangalore, with a total No. of 32 phones.

2. The present installations are obsolete in form and unsatisfactory in working. The standard of efficiency is low and calls for early improvement. The number of communications cannot be increased until the whole system is thoroughly overhauled, converted into a metallic circuit system and placed on a satisfactory working basis.

3. To remodel the system on up-to-date lines, the Chief Electrical Engineer submitted the marginally noted three estimates, aggregating Rs. 2,44,000 for completely overhauling the telephones in Bangalore and Mysore cities and for establishing a long distance telephone between these two places.

	Rs.
1. Remodelling and making the Bangalore telephone system a central battery system with metallic return ..	1,17,000
2. Do Mysore ..	80,000
3. Long distance telephone line between Bangalore and Mysore	47,000
Total ..	2,44,000

4. While these estimates were under consideration, the Chief Electrical Engineer submitted alternative proposals, the object of which was to dispense with the construction of an independent trunk line between Bangalore and Mysore and to utilise, instead the existing Bangalore-Mysore trunk-connection with the public telephone exchanges in those places. By the adoption of this alternative, it was reported that there would be a saving of nearly Rs. 43,000 in cost.

5. Sanction of the Government of India has been obtained to the long distance telephone being opened for public use charging a certain fee therefor.

6. As the new sub-station is under construction near the Race Course at Bangalore City, it is considered desirable to locate the exchange in that station and to proceed simultaneously with the re-modelling of both the Mysore and the Bangalore City systems.

7. Considering the advantages of a general telephone system both to the State and to the Commercial concerns, Government are pleased to accord general administrative sanction to the alternative proposal, estimated to cost Rs. 2,01,040, with the direction that the work be taken up as soon as funds could be made available therefor.

8. The Palace System in Mysore City will continue to be independent and the use of the existing Bangalore-Mysore Palace Trunk line for the general telephone service will be subject to arrangements being made to cut the direct line at both the local exchanges, so that communications may be transmitted between the Mysore and Bangalore Palaces without passing through the exchange boards.

9. The reconstruction of the Bangalore and Mysore local telephone systems should be proceeded with as rapidly as possible. As soon as it is completed and the local systems are placed on a thorough working order, the necessary arrangements should be made, with the approval of Government, to open the long distance telephone line for public use, charging a certain fee therefor.

10. Detailed estimate for each of the works as for the operation and maintenance charges should be submitted for formal sanction. A set of rules for working the systems on commercial lines should also be submitted for approval.

S. CADAMBI,
Secretary to Government, Public Works Department

To—The Chief Electrical Engineer.
,, Chief Secretary to Government.
,, Financial Secretary to Government.
,, Comptroller of Mysore.
,, Heads of Departments.
,, Deputy Commissioners, Bangalore and Mysore Districts.
PRESS TABLE.